

Appendix 1: National Trust for Historic Preservation Guidelines

In any attempt to reconcile these divergent claims and motives for preservation and restoration there must be an informed and experienced guide. The following make up a brief guide:

1. The restoration of old and historic buildings requires the professional knowledge and special skill of trained and competent architects, historians, archaeologists, landscape architects, museumologists and experienced craftsmen.
2. No final decision as to a course of restorative action should be taken until (a) reasonable efforts have been made to exhaust the archaeological and documentary evidence as to the form and gradual changes of the monument, and (b) efforts that have been made to secure the record of such evidence, by drawings, photographs, notes and transcripts should be kept, and originals or copies made available to students in appropriate central libraries and where possible, published. In no case should evidence offered by the structure itself be destroyed or covered up until it has been fully recorded. Sample specimens of physical evidence should also be preserved. All changes proposed should be studied in drawing and specification form to ensure thorough communication between laymen, architect and craftsmen.
3. In the treatment of surviving old buildings it is generally better to preserve than repair, better to repair than to restore, better to restore than to reconstruct. It is also advisable, before initiating a project, to consider carefully the possibility that once begun it may lead to "creeping reconstruction." There is the possibility that repair may lead to restoration and thence to reconstruction. Reconstruction is frequently acceptable and advisable if the entire structure is not available; it is deplorable when a structure survives in its entirety.
4. It is ordinarily better to retain genuine old work of several periods rather than to arbitrarily "restore" the whole, by new work, to its aspect at a single period. This applies to work of periods later than those now admired, provided it represents a genuine creative effort, or is a part of the life's history of the building. In no case should our own artistic preferences or prejudices lead us to modify, on aesthetic grounds, work of a past period representing other tastes.
5. Every reasonable additional care and expense is justified to approximate in new work, the materials, methods and quality of old construction. But new work should be permanently identified and great discretion should be used in simulating old materials with modern materials. If old materials from other buildings are used in a restoration, their source and use should be permanently recorded. The use in an appropriate manner of old materials and details of the period and character is commendable when those materials are otherwise doomed to loss or destruction and their use is thereby an act of preservation. In securing materials for restoration work there should be no demolition or removal of buildings where there is a reasonable prospect that they will remain intact or as historic ruins on their own site. Where missing features are to be replaced without sufficient evidence as to their own original form, careful study should be made of other surviving examples of the period and region and precedents found for the replacement.
6. The nature of preservation and restoration work is such that it generally involves more time than would be expected in new construction. Many of the most important problems are unsuspected until the fabric is opened up.
7. When for educational or preservation purposes it is deemed necessary for a building to be removed to another site, its restoration should be guided by sound restoration principles as outlined above.

8. Complete reconstruction for educational purposes should also follow the above principles, with the caveat that any but a reconstruction based on the most substantial of evidence is a sham.
9. When an historic building survives into modern times, fortunately in its original use, it is important to retain all its principle features with only minor modification for modern use. When an historic building ceases to be used for its original purpose other uses should be sought to perpetuate its life.

Only modern uses should be adopted which are consistent with the preservation of the building's outstanding values. In such cases, limited compromise with restoration standards may be justified, especially in the interior, in order to obtain such conveniences as are necessary to modern life.

Since our needs and capabilities are always expanding, important or interesting features that cannot be restored at the moment should be covered over and protected to await future treatment.

Only a limited number of historical buildings, and even exceptional buildings, are important enough to be preserved solely for exhibition. These buildings must be cared for and restored with the utmost fidelity to the highest professional restoration standards.

The above guidelines are not intended to be dogmatic and inflexible, but rather to provide the Authority a firm foundation for its own work. They are broad enough that other points of view can be accommodated, but they are specific enough that the difference is clear between good and bad preservation.

I see these guidelines as forming the underpinnings of one of the best and most admirable programs in the nation, and certainly in the metropolitan area. As the parklands themselves preserve and protect natural resources, so historic preservation protects manmade resources. By means of historic preservation, we can better maintain the cultural ecology of our community and help to create an environment that is a joy to live in. As this environment grows and changes its cultural ecology must be balanced. The evidences of our past must be preserved to explain and enrich both the past and the present.

Appendix 2: *Secretary of Interior's Standards*

Standards for Preservation

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible

with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Standards for Restoration

1. A property will be used as it was historically or be given a new use which reflects the property's restoration period.
2. Materials and features from the restoration period will be retained and preserved. The removal of materials or alteration of features, spaces, and spatial relationships that characterize the period will not be undertaken.
3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate and conserve materials and features from the restoration period will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
4. Materials, features, spaces, and finishes that characterize other historical periods will be documented prior to their alteration or removal.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the restoration period will be preserved.
6. Deteriorated features from the restoration period will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials.
7. Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties, or by combining features that never existed together historically.

8. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
9. Archeological resources affected by a project will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
10. Designs that were never executed historically will not be constructed.

Standards for Reconstruction

1. Reconstruction will be used to depict vanished or non-surviving portions of a property when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture, and such reconstruction is essential to the public understanding of the property.
2. Reconstruction of a landscape, building, structure, or object in its historic location will be preceded by a thorough archeological investigation to identify and evaluate those features and artifacts which are essential to an accurate reconstruction. If such resources must be disturbed, mitigation measures will be undertaken.
3. Reconstruction will include measures to preserve any remaining historic materials, features, and spatial relationships.
4. Reconstruction will be based on the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties. A reconstructed property will re-create the appearance of the non-surviving historic property in materials, design, color, and texture.
5. A reconstruction will be clearly identified as a contemporary re-creation.
6. Designs that were never executed historically will not be constructed.

Appendix 3: ADA Code Improvements for Options 1 and 2

IEBC Section 1005.15 states that with the approval of the code official, “where compliance with the requirements for accessible routes, ramps, entrances, or toilet facilities would threaten or destroy the historic significance of the building.”

In order of priority, the following improvements to the accessibility of the building should be made:

1. at least one accessible building entrance;
2. at least one accessible route from an accessible building entrance to primary function areas;
3. signage;
4. accessible parking; and,
5. accessible route from accessible parking to an accessible entrance.
6. at least one handicap toilet should be provided.

A handicap parking space and accessible route to the building are not currently provided. For between 26 and 50 spaces, 2 handicap spaces are required.

The door hardware is not lever handled. Interior signage does not exist, and new signage would need to meet ADA requirements for raised characters, visual characters, pictograms, etc.

The kitchen does not have a sink that meets ADA requirements of height and knee and toe clearances.

The existing toilet rooms do not meet the requirements for handicap toilets in regard to clearances, grab bars and mounting heights.

Typically ADA improvements can be limited to 20% of a project's cost. The cost of correcting the deficiencies noted above in this section would count toward this amount.

Appendix 4: Memorandum of Agreement (MOA)

The Laurel Hill House is listed as a contributing structure to the District of Columbia Workhouse and Reformatory National Register of Historic Places Historic District. The house is governed by the Memorandum of Agreement (MOA), found in **Attachment XX**. The MOA is an attachment to the Corrected Quitclaim Deed (July 2002) which transferred the property from the Federal Government to Fairfax County. The MOA provides procedural stipulations and review requirements for any “undertaking” within the National Register Eligible Historic District. The MOA requires the county’s Architectural Review Board (ARB) to review undertakings on the property in the same way it would review projects in a locally designated Fairfax County historic overlay district. Undertakings, as defined in the MOA, include, among other things, exterior rehabilitations or exterior alterations to contributing structures. The MOA requires the ARB to solicit comments from the Virginia Department of Historic Resources and the Lorton Heritage Society. Any rehabilitations and alterations to the house must be in keeping with the *Secretary of the Interior’s Standards for Rehabilitating Historic Buildings*.

The MOA addresses the review and documentation procedures for the demolition of any contributing structure. These procedures include coordination, review, and comment by the County Architectural Review Board, the Lorton Heritage Society, the Virginia Department of Historic Resources, and the Board of Supervisors. The MOA includes procedures if a commenting party objects to a proposed demolition.

Section 10 of the MOA provides that the parties to the MOA shall invite the Lorton Heritage Society (LHS), Federation of Lorton Communities (generally recognized now as the South County Federation), the Virginia Department of Historic Resources (VDHR), the Fairfax County Architectural Review Board (ARB), the Fairfax County Economic Development Authority, the Fairfax County Redevelopment and Housing Authority, and the Fairfax County History Commission to participate in the development of any redevelopment or adaptive use strategies for private development within the Eligible District. This participation includes a 30-day review of and comment on any proposed Request for Proposals by LHS, the ARB, and VDHR.

**Appendix 5: Meeting Notes and
Comments Received**

Placeholder